

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY  
Special Audit-Finance Committee Meeting Minutes  
May 18, 2022

The Audit-Finance Committee of the State of Connecticut Health and Educational Facilities Authority held a special meeting via videoconference at 11:00 a.m. on Wednesday, May 18, 2022.<sup>1</sup>

The special videoconference meeting was called to order by Ms. Susan Martin, Acting Committee Chair, at 11:00 a.m. and, upon roll call, those present and absent were as follows:

**PRESENT:** Susan Martin, Acting Committee Chair  
Peter W. Lisi, Board Chair  
Michael Angelini  
Darrell V. Hill (*Designee for CT State Treasurer Shawn T. Wooden*)

**ABSENT:** Lawrence Davis  
Mark Varholak, Committee Chair

**ALSO, PRESENT:** Jeanette W. Weldon, Executive Director  
Denise Aguilera, General Counsel  
Robert Blake, Network Architect  
JoAnne Mackewicz, Controller  
Michael F. Morris, Managing Director, Client Services  
Cynthia D. Peoples-H, Managing Director, Operations & Finance  
Julia Pollano, Operations Reporting Analyst  
Kara Stuart, Manager of Administrative Services of the Connecticut Health and Educational Facilities Authority

**APPROVAL OF MINUTES**

Ms. Martin requested a motion to approve the minutes of the February 16, 2022 meeting of the Audit-Finance Committee. Mr. Angelini moved for approval of the minutes, which was seconded by Mr. Lisi.

Upon a voice vote, the "Ayes," "Nays" and "Abstentions" were as follows:

<u><b>AYES</b></u>	<u><b>NAYS</b></u>	<u><b>ABSTENTIONS</b></u>
Michael Angelini	None	None
Darrell V. Hill		
Peter W. Lisi		
Susan Martin		

**INTERNAL AUDIT UPDATE**

Ms. Peoples stated that management continues to work on the implementation of the IT recommendations made by BerryDunn LLC and Crowe LLP. Ms. Peoples provided a brief overview of the purpose of each engagement.

Ms. Peoples discussed the efforts made to combine the recommendations made by BerryDunn and Crowe into initiatives the Authority will address and presented the initiatives that have been implemented as they relate to operations. Mr. Blake presented the initiatives that have been

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<sup>1</sup> All attendees participated in the meeting via conference telephone that permitted all parties to hear each other

implemented as they relate to network infrastructure and an internal infrastructure calendar developed for ongoing scheduling.

Ms. Peoples closed by highlighting the status of outstanding initiatives that have been incorporated into the strategic planning process. A brief discussion ensued.

**IT STRATEGIC PLANNING**

Ms. Peoples stated IT business objectives were identified for the development of the strategic planning process of communications, portability, accessibility and secure infrastructure. Ms. Peoples said the recommendation initiatives were grouped under each objective in the planning process. Ms. Peoples produced a diagram to outline the strategic planning process for the recommended IT initiatives as well as other Authority initiatives that are heavily supported by technology. The diagram includes the following information technology focus:

- business objectives
- risk universe areas
- resources and capabilities
- strategic initiatives (short, mid and long-term)
- roadmap for implementation
- initial key dependencies, risks, and metrics/key performance indicators

Ms. Peoples and Mr. Blake provided an overview of the ongoing strategic initiatives relating to operations, technology consultant partnerships, and infrastructure, and the roadmap (timeline) for each outstanding initiative. Ms. Peoples further discussed the mid- to long-term strategic initiatives highlighted in the plan.

Ms. Peoples closed by presenting an update for the most recent internal audit recommendations relating to accounting and arbitrage. A brief discussion ensued.

**SCOPE FOR INTERNAL AUDITOR SERVICES RFP**

Ms. Peoples highlighted the Request for Proposal required scope of services, timeline, purpose, objective, and auditable areas provided to the Committee in the mailing.

The floor was open to questions and a brief discussion ensued.

Ms. Martin requested a motion to approve the scope for the internal auditor services RFP. Mr. Lisi moved for approval and Mr. Angelini seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Michael Angelini	None	None
Darrell V. Hill		
Peter W. Lisi		
Susan Martin		

**ADJOURNMENT**

Ms. Martin requested a motion to adjourn at 12:02 p.m., Mr. Angelini moved to adjourn the meeting and Mr. Lisi seconded the motion.

Upon a voice vote, the “Ayes,” “Nays” and “Abstentions” were as follows:

**FINAL**

Approved: June 15, 2022

**AYES**

Michael Angelini  
Darrell V. Hill  
Peter W. Lisi  
Susan Martin

**NAYS**

None

**ABSTENTIONS**

None

Respectfully submitted,



Jeanette W. Weldon  
Executive Director

